

TOWN OF MILLVILLE
Planning and Zoning Commission (P&Z) Webinar Meeting
July 8, 2021 @ 7:00pm

In attendance were P&Z Chairman Pat Plocek; P&Z Secretary Marshall Gevinson; Commissioner Tim Roe; Commissioner Glen Faden; Town Manager Debbie Botchie; Administrative Assistant Jennifer Ireland; Town Clerk Wendy Mardini; and GMB Representative Andrew Lyons, Jr.

1. **CALL TO ORDER:** P&Z Chairman Pat Plocek called the meeting to order at 7:00 p.m.
2. **ROLL CALL:** P&Z Chairman Pat Plocek stated Commissioner Cathy Scheck was absent.
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF P&Z MINUTES** - May 27, 2021
Motion by Mr. Gevinson to accept the minutes. Seconded by Mr. Faden. Motion carried 4-0.
5. **NEW BUSINESS:**
 - A. Review and discuss, a preliminary site plan submitted by Robert Plitko of Plitko, LLC and Land Design, Inc. on behalf of Rickards Real Estate Delaware, LLC for a proposed bakery and restaurant. The 1.33 acres site is located on Tax Map Parcel #134-12.00-282.00, 35715 Atlantic Ave., Millville, DE 19967, and is zoned C1- Commercial.
Synopsis: The applicant wishes to discuss opening a bakery and restaurant at the location, and the necessary changes to the property.

Ray Blakeney with Plitko, LLC, said Mr. Rickards (the owner) wants to use the existing buildings on the property. He said the bake shop would be in the front building and the restaurant would be in the rear building. The businesses would share the parking lot, which is possible because they would be open at different times. The bake shop would be open in the mornings, and the restaurant would open in the evenings. Mr. Blakeney stated DelDOT was requesting a more commercial entrance, so they moved some parking from the front to the rear and improved the circulation a bit. He said there would be no new construction on site. Mr. Gevinson stated he saw no dumpster on the plans. Mr. Rickards said the existing dumpster was by the shed. Mr. Plocek asked that it be shown on the final site plan drawing. Mr. Faden asked if there would be a recycle dumpster. Mr. Rickards stated the trash company was not recycling; therefore, he did not feel the need to pay that expense. Mr. Plocek requested the possibly of more parking be looked into, and to see more landscaping on the plans. He asked who would be using the apartments on the property. Mr. Rickards stated employees and family, as permitted by code. Mr. Lyons stated the proposal met the parking requirements; however, he wanted it on record, that the hours for the businesses would be alternating as part of the approval for this site plan. Mr. Lyons

reminded the applicant that some of the buildings are partially within the flood plain, and section 155-15 of the Town Code may apply to improvements made to those buildings. Mr. Lyons stated the applicant had most of the required agency approvals needed for final. Mr. Plocek requested a motion to recommend to Town Council. Mr. Gevinson made the motion, Mr. Roe seconded the motion. The motion carried 4-0.

- B. Review and discuss, a master amenities plan submitted by Jeff Clark of Land Tech Land Planning, LLC on behalf of ASF MBTS, LLC for the Master Plan Community (MPC) known as Millville by the Sea.

Mr. Plocek stated for the record that the commission was not voting on this plan. He stated they just asked to see the overall plan to see how the villages tie together. Jeff Clark with Land Tech Land Planning presented the amenity plan stating that amenities are determined at the master plan level, not the individual village level. He stated the plan must meet the needs of the +/- 500 current residents, as well as the +/- 1500 residents in the next 4-6 years. The plan focuses on a repetitious theme of similar building components, design, etc. He stated the idea was to know that you are in Millville by the Sea regardless which village you are in. Mr. Clark explained the plan addressed the recreational needs of the community on multiple scales. Smaller amenities, such as benches, pergolas, kiosks, etc., are at a village or neighborhood scale. Larger amenities, pickleball, swimming pools, fire pits, etc., would be more centrally located and considered a community scale. They would be connected by sidewalks and pedestrian trails and would offer parking for vehicles and bicycles. On the south perimeter (Peppers Corner Rd.), Mr. Clark stated there would be a regional amenity for larger gatherings. It could have more extensive walking trails, parking, large pavilions, a dog park, or fishing piers, etc. This area would not be tied to any particular community. Mr. Clark stated, since completion of this project may span 4-5 years, they would remain flexible with the amenity plan to allow for new trends in recreational amenities as they become available; therefore, the design presented was conceptual and flexible. As each village is presented, they will get input from the town and residents, to better meet the needs as they move forward. Mr. Clark then went over the various types of amenities, and potential locations that would be reviewed village by village. Mr. Clark gave an overview of the upcoming villages and connectivity. He stated that it takes approximately 22 months for a village to be completed. Rod Hart (ASF MBTS, LLC) stated there is a contractual exhibit required for the builders to complete village amenities by the time the last home is closed on in that village. Off-site amenities must be completed by the last closing of the village they are "tied to" contractually. He explained they must be staged logistically and in a cost-effective manner. Mr. Hart stated there is a schedule for the master homeowners' association to turn over the cost of maintaining the amenities to them, as they reach completion. Mr. Lyons stated he met with the developer and town manager. He said he would be reviewing the master amenity plan as a concept plan but using it as a guide to ensure the correct amenities are basically located where they should be and are comparable to what was proposed. Mr. Gevinson asked where upcoming pools and fitness centers would be located. One pool will be on the west side (West Villages), and one pool will be in Peninsula Village. A fitness center is

proposed in the West Village. Mr. Gevinson asked they consider adding additional fitness centers. Mr. Faden suggested a community garden and bicycle racks, and adequate green space. Mr. Clark mentioned a possible outdoor fitness area as a potential amenity. Mr. Roe stated his concern was that amenities are shared by everyone, and asked for data on usage of swimming pools, fitness centers, and dog parks to make sure these amenities were sufficient for the number of residents and their guests. Mr. Plocek stated for the record that he is still concerned most of the active recreation is focused on the east side of Substation Rd., and more active amenities should be on the west side. He felt the slope on the ponds needed to be considered for safety. He recommended grilling stations be located closer to the duplexes, as they would utilize them more than single family homes, and at play areas poured in place rubber surface be used instead of wood chips. Mr. Plocek felt there should be an impact charge on new homes in villages for use of existing amenities in other villages, at the time of the sale of the home. Mr. Plocek stated the amenities should be in place at 50% completion, not at the closing of the last home. Mr. Lyons stated that issue was addressed in each subdivision agreement and was typically 75%. Mr. Lyons clarified there are amenity agreements with new subdivisions, and they are bonded at 125% of the estimated cost, and the town holds the bonds until completion. Town Manager Botchie reminded everyone that the amenity plan was a working tool and did not require approval. Mr. Plocek said this was just an informational presentation and was not being opened to the public.

6. CITIZENS PRIVILEGE

Wally Bartus from 35956 Huntington Street asked for clarification as to why the presenter was ASF MBTS, but the plans stated they were D.R. Horton's. Ms. Botchie stated she believed there were ongoing negotiations to which we were not privy. Mr. Bartus stated the pictures were from Bishop's Landing, and he felt the theme should be different than theirs, and he felt the fire pits should not be located near tot lots. He asked if pool size was to units or bedrooms. Mr. Plocek stated the pools size and locations are determined by various criteria. He recommended the HOA works with the developer to help work through those issues. Mr. Bartus asked why, since there is no continuity, the West Villages should remain a part of the current MBTS. Mr. Plocek explained the area is zoned as part of the Master Plan Community.

7. ANNOUNCEMENT OF NEXT MEETING

Mr. Plocek stated the next P&Z meeting was to be July 15, 2021, at 7:00 p.m.

8. ADJOURNMENT

Mr. Gevinson motioned to adjourn the meeting at 8:14 p.m. Mr. Faden seconded the motion. Motion carried 4-0.

Respectfully submitted and transcribed
by Jennifer Ireland